

**BOARD OF ARCHITECTURAL REVIEW  
MINUTES**

The Board of Architectural Review held its regularly scheduled meeting on Thursday, May 1, 2014, at 4:00pm in Council Chambers, Rouss City Hall, 15 North Cameron Street, Winchester, Virginia

**POINTS OF ORDER:**

**PRESENT:** Mr. Bandyke, Mr. Walker, Mr. Serafin, Ms. Jackson,

**ABSENT:** Chairman Rockwood

**STAFF:** Will Moore, Nasser Rahimzadeh, Carolyn Barrett

**VISITORS:** Stephen Melling, Sandra Bosley

**APPROVAL OF MINUTES:**

Mr. Bandyke called for additions or corrections to the minutes of April 17, 2014.

*Ms. Jackson moved to approve the minutes. Mr. Walker seconded the motion. Voice vote was taken and the motion passed 4-0.*

**CONSENT AGENDA:**

None.

**PUBLIC HEARINGS:**

None.

**NEW BUSINESS:**

**BAR-14-231** Request of Kee Construction Services, Inc. for a Certificate of Appropriateness to replace windows at 12 North Washington Street.

Stephen Melling presented the plan for window replacements at the Winchester Public Schools office. The existing windows are wood and the replacements are synthetic. He stated that the BAR had previously approved these windows for use on two of their previous projects at the Patsy Cline House and a duplex at Kent and Monmouth Streets (***editor's note: neither of these mentioned properties are located within the HW District; as such, no Certificate of Appropriateness was applied for or granted***).

Mr. Serafin questioned the proposal for synthetic windows and the composition of these particular windows.

Mr. Melling stated that he did not know exactly what these were made of, other than that they were synthetic.

Mr. Walker stated that the Historic District guidelines call for the use of wood windows. However, he would not mind seeing a sample of the proposed window.

Mr. Melling stated that they would like to start work in June. He applied early in case there was an issue and they needed to come back. He can bring a sample to the next meeting, as well as a sample of a wood window if that is what will end up being required.

*Mr. Serafin made a motion to table **BAR-14-231** until the next meeting. Mr. Walker seconded the motion. Voice vote was taken the motion passed 4-0.*

#### **OLD BUSINESS:**

**BAR-14-215** Request of Oakcrest Properties, LLC for a Certificate of Appropriateness for a new two-family dwelling at 314 South Kent Street. *(Continuation – remaining items for consideration are siding and trim materials)*

Mr. Moore advised the Board that he had received a request to table from the applicant in order to have a product representative present at the next meeting.

*Mr. Walker made a motion to table **BAR-14-215** to the next meeting at the applicant's request. Ms. Jackson seconded the motion. Voice vote was taken and the motion passed 4-0.*

#### **DISCUSSION:**

A. Review draft guidelines pertaining to substitute materials.

*Mr. Walker made a motion to table the discussion until the next meeting. Ms. Jackson seconded the motion. Voice vote was taken and the motion passed 4-0.*

#### **ADJOURN:**

With no further business before the Board, the meeting was adjourned at 4:12pm.